

TO: Chief of Logistics
FROM: Chief, Real Estate & Construction Division
SUBJECT: Weekly Activity Report

10 November 1954

1. Items of Special Interest:

a. Building of TSS Laboratory at [REDACTED]

25X1A6a

Division representative planning trip to N.Y. to confer with A-E on site plan and building design on 15 Nov.

b. [REDACTED]

25X1C4a

c. DCI Move from Admin. Bldg. to South Bldg.:

- (1) Work progressing satisfactorily in priority area No. 1; majority of plastering completed, paint scraping underway, and painting scheduled for completion next week.
- (2) Installation of new doors and partitions in building area progressing satisfactorily.
- (3) Additional work by PBS Group Forces in other than priority area No. 1, still to be accomplished. PBS Forces removing all window grilles.
- (4) PBS estimates that it will cost approximately \$27,500. to complete proposed improvements in the DCI and Deputy Director's suites. ✓
- (5) Chief, Physical Security Branch, has submitted a memo of justification covering the alterations required in the first floor reception area.

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d. Tunnel Project:

This project is progressing satisfactorily. Relocation of water main and all drains have been accomplished. Wooden forms being erected preparatory to pouring of tunnel walls. Weather permitting, pouring of concrete is expected to commence early next week. Final electrical connections and fuel lines associated with emergency generator completed this week.

e. Antenna Project:

Final inspection of this project should be accomplished within the next few days.

f. K Building Cafeteria:

Contact made with PBS Concessions Officer revealed that estimate will be completed by the early part of next week.

2. General:

Division regulations pending publication.

3. Projects and Studies in Process:

a. Construction and Utilities:

25X1A6a

(1) [REDACTED]

(a) Correction of defective anchorage of emergency power generator, [REDACTED]

25X1A

Engine base complete and generator being given a test run today.

(b) Electrical alterations at [REDACTED] 25X1A6a

Work progressing.

(c) Additional antenna work at [REDACTED]: 25X1A6a

Erection of 4 antenna bases at this site is pending receipt of bids and award of contract.

25X1A6a

(2) [REDACTED] Release and final payment voucher received from contractor have been approved and forwarded to Fiscal Div. for processing and final payment.

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(3) [REDACTED]

25X1A6a

A new set of boiler water samples and chemical were received from this site and turned over to GSA for analysis and report.

Plans, specifications, contract, and delegation of authority prepared for construction of maritime facilities consisting of a frame building and a sloping concrete ramp.

25X1A6a

(4) [REDACTED]

Additional data for mechanical installations are being assembled.

(5) Building for Record Center at Station [REDACTED]

25X1A6a

Second floor walls and roof poured on wing.
All concrete work approximately 85% complete.

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b. Real Estate:-

(1) Living Quarters, [REDACTED] (WE):-

25X1A6a

25X1A9a

The leasing of subject living quarters under [REDACTED] was discussed with Messrs. [REDACTED] and [REDACTED] DD/P/Admin., with results that WE will furnish information on the grades of employees, number of dependents, if any, and applicable quarters allowances authorized under the Standardized Government Civilian Allowance Regulation.

(2) Amendment to Contract for Electric Service, [REDACTED]

FOIAb3b1

The Power Company installed certain Government-owned filters on its poles. The company desires the Government assume all liabilities of injuries and damages arising from such filters. Matter has been discussed in considerable correspondence. The company now proposes to take out insurance to cover such liabilities at the expense of the Government. Such proposal is being considered.

(3) Housing, [REDACTED]

Field has submitted new set of prevailing local rental rates relative to establishment of rent on living quarters provided by the Agency. Such rates differ from the rentals presented in staff study requesting approval for Agency-provided housing. New information is being considered in arriving at reasonable rentals to be paid by Agency employees.

(4) Re-Write of [REDACTED]

Work on the subject Regulation was continued during the week.

(5) [REDACTED]

(6) Amendments or Changes to Public Law 110:-

Suggested amendments or changes to Public Law 110 relative to real estate and construction are being formulated.

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25X1A6a (7) Collection of Trash and Garbage and furnishing
Gardeners and Firemen at Agency-Provided Living
Quarters in [REDACTED]

25X1A9a Relative to furnishing policy guidance to the
field on the subject services as recommended in
Col. [REDACTED] report, information has been received
[REDACTED] and a dispatch to the field is being
25X1C4a prepared.

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3C - Space, Maintenance and Facilities

a. Utility Wiring and Air Conditioning Contract:

25X1A

Correction necessary to effect completion of air conditioning portion of this contract not yet accomplished. Final inspection of package unit installations scheduled to take place next week. Work on transformer installation in Building [REDACTED] to commence this week.

b. FI/STD - Commo - Electrical Work and Air Conditioning, Building [REDACTED] 25X1A

Air conditioning units and cooling towers not received by PBS Group Forces. Contractor will start installation of feeder lines from present transformer to electrical panels.

c. Request of DD/P for Additional Space:

25X1A6a

A memorandum will be prepared and forwarded to Chief of Administration, advising him of estimated cost involved in moving External Language Division, OTR, from Tempo I Building to Tempo [REDACTED] Building. 25X1A

d. [REDACTED] -- Relocation to Another Building:

Memorandum addressed to Chief, TSS was forwarded to Chief, Logistics Office for signature on Friday, 5 November 1954.

e. South Building - Removal of Snack Bar:

Memorandum relative to relocation of snack bar being prepared.

f. Recreation and Services Building - Alterations:

1. Final inspection of this project scheduled for 12 November 1954.
2. Drawing was prepared showing alterations required by Procurement Division. According to PBS Group Superintendent it will cost approximately \$6,000.00 to complete this project. Chief Procurement Division to advise Chief, SM&F with respect to installation of air conditioning estimated to cost approximately \$3,000.00 as opposed to \$350.00 for a ventilating system.

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3C - Space, Maintenance and Facilities

25X1A6a

g. [REDACTED] - Air Conditioning and Heating Alterations:

1. Main electrical breaker shipped from factory on 5 November 1954. Due at site in approximately ten (10) days.
2. Estimate of \$6,100.00 for sound laboratory discussed with Assistant Chief, RE&C whose concurrence is expected momentarily.

h. Agency Telephone Survey:

The survey team inaugurated survey by starting in Logistics Office on Monday, 8 November 1954. ✓

i. Emergency Power For DD/P Suite, Tempo L

A job order has been forwarded to PBS covering cost of adding seven (7) rooms occupied by DD/P and his immediate staff to present generator, Wing 2, Tempo L Building. No planned outages will be scheduled until this installation has been completed.

j. Moves:

1. Completed during past week:

Transportation within Alcott Hall, 3 November
OCI/Graphics within Que Building, 4 November
OCD within [REDACTED] 4 November
OT within R&S, 4 November
LO/Administration within Quarters I, 5 November
Medical within Central Building, 9 November

25X1A6a

2. Tentative for coming week:

Commo, within Alcott Hall, 12 November
ORR, within Tempo M and Que Building, 15 November

25X1A9a

[REDACTED]
Chief,
Real Estate and Construction Division